



DOD 4500.9-R

DEFENSE TRANSPORTATION REGULATION PART V

**DEPARTMENT OF DEFENSE
CUSTOMS AND BORDER
CLEARANCE POLICIES
AND PROCEDURES**



MARCH 2003

FOREWORD

This document represents changes to Department of Defense (DOD) Regulation 4500.9-R, Defense Transportation Regulation, Part V, Department of Defense Customs and Border Clearance Policies and Procedures. It is issued under the authority of Deputy Under Secretary of Defense (Logistics) Memorandum, Defense Transportation Regulation (DTR), August 4, 1995 and the Under Secretary of Defense (Acquisition and Technology) Memorandum, Assignment of Defense Transportation Operational Regulations and Procedures Authority to Commander in Chief, U.S. Transportation Command (CINCTRANS), 18 November 1998. It implements DOD policy, prescribes procedures, defines responsibilities and identifies customs, agricultural and other border clearance requirements for entry and exit of selected countries of the world in support of United States (US) Forces. In accordance with DOD Directive 5158.4, United States Transportation Command, January 1993, the Commander United States Transportation Command (USTRANSCOM) is the DOD single manager for transportation (for other than Service-unique or theater-assigned transportation assets). Strict adherence to the provisions of this regulation is essential to maintain the integrity of the DOD transportation system.

DOD Regulation 4500.9-R, Part V, Department of Defense Customs and Border Clearance Policies and Procedures, replaces DOD 5030.49-R, DOD Customs Inspection, and applies to the Office of the Secretary of Defense; Military Departments; Chairman and Joint Chiefs of Staff; Unified Commands; and the Defense Agencies (hereafter referred to collectively as the “DOD Components”).

This change is effective immediately. To ensure uniformity, there is no provision for supplemental or unilateral modifications to this regulation, and all DOD Components will distribute it for use at the operating level. The DOD Components may publish more detailed guidance if needed and must provide a copy to the USTRANSCOM/TCJ5-Customs Branch (LTC). Proposed changes to this regulation must be sent to USTRANSCOM/TCJ5-LTC after staffing through DOD component customs channels. No changes to this regulation may be made without prior coordination with the Military Services and other Agencies, when applicable.

The DOD Components may obtain copies of this regulation through their own publication channels and it is approved for public release, distribution unlimited. It is also available on the USTRANSCOM web at: <http://public.transcom.mil/j5/j5lt/dtr.html>.

Authorized registered users may obtain copies of this regulation from the Defense Technical Information Center, 8725 John J. Kingman Road, Fort Belvoir VA 22060. Other Federal Agencies and the public may obtain copies for a fee from the US Department of Commerce, National Technical Information Services, 5285 Port Royal, Springfield VA 22161.

TABLE OF CONTENTS

FOREWORD	ii
FIGURES	vii
REFERENCES.....	ix
WEBSITES.....	xiii
DEFINITIONS.....	xv
ABBREVIATIONS AND ACRONYMS	xxiii
 CHAPTER 501 - DEPARTMENT OF DEFENSE (DOD) CUSTOMS AND BORDER CLEARANCE PROGRAM (CBCP).....	 501-1
A. GENERAL.....	501-1
B. SCOPE.....	501-1
C. POLICY	501-1
D. DUTIES AND TAXES	501-2
E. INDIVIDUAL MISSIONS, ROLES, AND RESPONSIBILITIES	501-2
F. ADMINISTRATION.....	501-5
G. IMPLEMENTATION.....	501-6
 CHAPTER 502 - US ENTRY REQUIREMENTS	 502-1
A. GENERAL.....	502-1
B. RESPONSIBILITIES	502-1
C. US CUSTOMS CLEARANCE REQUIREMENTS FOR CONVEYANCES (DOD OWNED OR CONTROLLED)	502-4
D. TERMINAL OPERATIONS.....	502-9
E. ENTRY PROCEDURES FOR DOD? SPONSORED PASSENGERS, CREWS, AND ACCOMPANIED BAGGAGE	502-10
F. US ENTRY PROCEDURES FOR DOD-OWNED CARGO	502-11
G. US ENTRY REQUIREMENTS FOR VENDOR (COMMERCIAL CONTRACTOR) SHIPMENTS	502-15
H. PERSONAL PROPERTY (UNACCOMPANIED BAGGAGE (UB) AND HOUSEHOLD GOODS (HHG)).....	502-19
I. RESTRICTED AND PROHIBITED ARTICLES	502-25
J. PRIVATELY OWNED VEHICLES (POVS)	502-27
K. FORMS	502-33
 CHAPTER 503 - IMPORTATION OF PRIVATELY OWNED FIREARMS (POF) AND AMMUNITION AND IMPLEMENTS OF WAR.....	 503-1
A. SCOPE.....	503-1
B. IMPORT REQUIREMENTS.....	503-2
C. IMPORT PROCEDURES	503-4
D. SHIPPING AND PACKAGING REQUIREMENTS	503-7
E. DOCUMENTATION	503-9
F. RESPONSIBILITIES	503-9
 CHAPTER 504 - DEFENSE COURIER SERVICE (DCS).....	 504-1
A. GENERAL.....	504-1
B. POLICY	504-1
C. AUTHORITIES/REFERENCES	504-1
D. GENERAL ADVISORIES.....	504-1
E. SCOPE OF OPERATIONS.....	504-1

F.	RESPONSIBILITIES	504-2
G.	PROVISIONS.....	504-2
H.	PROCEDURES.....	504-6
I.	REPORTING PROCEDURES	504-7
CHAPTER 505 - AGRICULTURAL CLEANING AND INSPECTION REQUIREMENTS.....		505-1
A.	SCOPE.....	505-1
B.	POLICY	505-1
C.	RESPONSIBILITIES	505-1
D.	REQUIREMENTS	505-2
E.	REQUEST FOR MCI-E PROGRAMS FOR AGRICULTURAL INSPECTIONS.....	505-2
F.	ARMED FORCES PEST MANAGEMENT BOARD.....	505-2
CHAPTER 506 - DOD PRE-CLEARANCE PROGRAM CUSTOMS AND AGRICULTURE INSPECTIONS.....		506-1
A.	POLICY	506-1
B.	PROCEDURES FOR REQUESTING PRE-CLEARANCE.....	506-1
C.	TRAINING AND CERTIFICATION OF CBCAs	506-2
D.	RESPONSIBILITIES OF CBCAs	506-2
E.	PRE-CLEARANCE REQUIREMENTS	506-3
F.	PRE-CLEARANCE COORDINATION AND COMMUNICATION.....	506-4
G.	REQUESTS FOR CUSTOMS AND AGRICULTURE PRE-CLEARANCE.....	506-5
H.	AGRICULTURE PRE-CLEARANCE PROCEDURES.....	506-6
I.	AIRBORNE TROOPS.....	506-7
CHAPTER 507 - MILITARY CUSTOMS INSPECTORS-EXCEPTED (MCI-E).....		507-1
A.	DESIGNATION.....	507-1
B.	SCOPE.....	507-1
C.	RESPONSIBILITIES	507-1
D.	TRAINING AND CERTIFICATION	507-1
E.	APPOINTMENT.....	507-2
CHAPTER 508 - US EXPORT REQUIREMENTS		508-1
A.	GENERAL.....	508-1
B.	POLICY	508-1
C.	PRINCIPAL REGULATORY AGENCIES.....	508-1
D.	EXPORT DOCUMENTATION REQUIREMENTS FOR DOD-OWNED PROPERTY.....	508-3
E.	SAP (FMS AND GRANT AID) SHIPMENTS	508-8
F.	POV EXPORT REQUIREMENTS.....	508-11
CHAPTER 509 - GENERAL GUIDANCE FOR FOREIGN CUSTOMS AND BORDER CLEARANCE.....		509-1
A.	SCOPE.....	509-1
B.	POLICY	509-1
C.	RESPONSIBILITIES	509-2
D.	COUNTRY ANNEX CONTENTS.....	509-3
E.	FORMAT	509-3
CHAPTER 510 - UNITED STATES EUROPEAN COMMAND (USEUCOM).....		510-1
A.	GENERAL.....	510-1
B.	CUSTOMS CLEARANCE PROCESSES	510-4
C.	AZORES (LAJES FIELD).....	510-12
D.	BELGIUM.....	510-15

E.	BOSNIA-HERZEGOVINA AND CROATIA	510-15
F.	BULGARIA.....	510-16
G.	FRANCE.....	510-16
H.	GERMANY	510-16
I.	GREENLAND.....	510-18
J.	HUNGARY	510-18
K.	ICELAND.....	510-18
L.	ISRAEL.....	510-20
M.	ITALY.....	510-21
N.	MACEDONIA, THE FORMER YUGOSLAV REPUBLIC OF (FYROM)	510-23
O.	NETHERLANDS.....	510-24
P.	NORWAY.....	510-25
Q.	ROMANIA	510-26
R.	SLOVENIA	510-26
S.	SPAIN.....	510-26
T.	TURKEY.....	510-27
U.	UNITED KINGDOM.....	510-33
CHAPTER 511 - UNITED STATES PACIFIC COMMAND (USPACOM).....		511-1
A.	GENERAL USPACOM GUIDANCE.....	511-1
B.	CUSTOMS CLEARANCE PROCESSES	511-1
C.	AUSTRALIA.....	511-1
D.	CAMBODIA.....	511-4
E.	INDIA.....	511-5
F.	INDONESIA.....	511-6
G.	JAPAN.....	511-7
H.	KOREA, NORTH.....	511-13
I.	KOREA, REPUBLIC OF.....	511-13
J.	LAOS.....	511-20
K.	MALAYSIA	511-21
L.	MONGOLIA.....	511-21
M.	NEPAL.....	511-22
N.	NEW ZEALAND	511-23
O.	PAPUA NEW GUINEA	511-23
P.	PHILIPPINES.....	511-23
Q.	SINGAPORE.....	511-24
R.	SRI LANKA, REPUBLIC OF.....	511-25
S.	THAILAND.....	511-25
T.	TAIWAN.....	511-25
U.	VIETNAM.....	511-26
CHAPTER 512 - UNITED STATES CENTRAL COMMAND (USCENTCOM).....		512-1
A.	GENERAL.....	512-1
B.	CUSTOMS CLEARANCE PROCESSES	512-1
C.	BAHRAIN.....	512-1
D.	DJBOUTI.....	512-9
E.	EGYPT.....	512-16
F.	ERITREA.....	512-16
G.	ETHIOPIA.....	512-16
H.	KENYA.....	512-17
I.	KUWAIT.....	512-17
J.	OMAN	512-24

K.	QATAR.....	512-31
L.	SAUDI ARABIA.....	512-38
M.	SOMALIA.....	512-56
N.	SUDAN.....	512-56
O.	UNITED ARAB EMIRATES.....	512-56
CHAPTER 513 - UNITED STATES SOUTHERN COMMAND (USSOUTHCOM).....		513-1
A.	GENERAL.....	513-1
B.	CUSTOMS CLERANCE PROCESSES.....	513-1
C.	BARBADOS.....	513-1
D.	BOLIVIA.....	513-1
E.	BRAZIL.....	513-2
F.	COSTA RICA.....	513-2
G.	ECUADOR.....	513-2
H.	EL SALVADOR.....	513-3
I.	GUATEMALA.....	513-4
J.	HAITI.....	513-4
K.	HONDURAS.....	513-5
L.	NICARAGUA.....	513-5
M.	PARAGUAY.....	513-5
N.	PERU.....	513-5
O.	URUGUAY.....	513-6
P.	VENEZUELA.....	513-6
CHAPTER 514 - UNASSIGNED COUNTRIES.....		514-1
A.	CUSTOMS CLEARANCE PROCESSES.....	514-1
B.	CANADA.....	514-1
C.	MEXICO.....	514-1

FIGURES

Figure 502-1. CF 3461, Entry/Immediate Delivery.....	502-2
Figure 502-2. DD Form 1854, US Customs Accompanied Baggage Declaration	502-5
Figure 502-3. Custom Form 7507 General Declaration (Outward/Inward) Agriculture, Customs, Immigration, and Public Health.....	502-8
Figure 502-4. I-94W Nonimmigrant Visa Waiver Arrival/Departure Form.....	502-10
Figure 502-5. Combined American Goods Returned Certificate and Commercial Invoice (Sample).....	502-13
Figure 502-6. Customs Form 7512, Transportation Entry and Manifest of Goods Subject to Customs Inspection and Permit	502-14
Figure 502-7. Customs Form 7501, Entry Summary.....	502-17
Figure 502-8. Illustration of DFE Process for Vendor Shipments to US.....	502-18
Figure 502-9. DD Form 1252, US Customs Declaration for Personal Property Shipments, Part I....	502-20
Figure 502-10. DD Form 1252-1, US Customs Declaration for Personal Property Shipments, Part II.....	502-21
Figure 502-11. ATF F 6 Part II, Application and Permit for Importation of Firearms, Ammunition and Implements of War	502-23
Figure 502-12. ATF F 6 Part I, Application and Permit for Importation of Firearms, Ammunition and Implements of War	502-24
Figure 502-13. DOT Form HS-7, Importation of Motor Vehicles and Motor Vehicle Equipment Subject to Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards	502-28
Figure 502-14. DOT Bond Form HS-474, Bond to Ensure Conformance with Motor Vehicle Safety and Bumper Standards	502-29
Figure 502-15. EPA Form 3520-1 Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations	502-31
Figure 503-1. DD Form 603, Registration of War Trophy Firearm.....	503-1
Figure 503-2. ATF Form 6A, Release and Receipt of Imported Firearms, Ammunition and Implements of War.....	503-5
Figure 503-3. CF 4455, Certificate of Registration.....	503-6
Figure 503-4. CF 4457, Certificate of Registration for Personal Effects Taken Abroad.....	503-6
Figure 503-5. DD Form 1299, Application for Shipment and/or Storage of Personal Property Mail..	503-8
Figure 503-6. ATF Form 5300.26, Federal Firearms and Ammunition Excise Tax Return.....	503-12
Figure 504-1. DCS Form 9, Defense Courier Service (DCS) Courier Identification Card.....	504-3
Figure 504-2. DCS Form 32, Defense Courier Transfer Form.....	504-4
Figure 504-3. DCS Form 6, Defense Courier Service Address Label.....	504-5
Figure 504-4. DCS Form 8, Defense Courier Service Pouch Label.....	504-5
Figure 504-5. DCS Form 1, Receipt To Sender.....	504-6
Figure 506-1. DD Form 2855, U.S. Military Preclearance Program.....	506-3
Figure 506-2. Sample Customs and Agriculture Pre-clearance Announcement Message	506-4
Figure 508-1. US Department of Commerce Form 7525-V Shippers Export Declarations	508-4
Figure 508-2. DD Form 1348-1A, Issue Release/Receipt Document.....	508-5
Figure 508-3. DD Form 1149, Requisition and Invoice/Shipment Shipping Document	508-6
Figure 508-4. DSP-94, Authority to Export Defense Articles and Defense Services Sold Under the Foreign Military Sales Program.....	508-10
Figure 510-1. DOD Cargo Moving Into, Within, and Out of the USEUCOM AOR.....	510-1
Figure 510-2. AE Form 3795, Request for Import/Export Customs Declaration	510-2
Figure 510-3. Military Cargo Arriving on a Military Ship at a Commercial Seaport Using Military Assets for Onward Movement.....	510-11

Figure 510-4. Military Cargo Arriving on a Commercial Ship to a Commercial Seaport Using a Commercial Carrier for Onward Movement.....	510-11
Figure 510-5. Import/Export of Air Shipments from Lajes Field, Azores.....	510-12
Figure 510-6. Military Cargo Imported Using Commercial Air (Lajes).....	510-13
Figure 510-7. Military Cargo Exported Using Commercial Air	510-13
Figure 510-8. Military Cargo Imported Using a Commercial Ocean Vessel.....	510-14
Figure 510-9. Military Cargo Exported Using a Commercial Ocean Vessel (Lajes).....	510-14
Figure 510-10. Military Cargo Import/Export Using a Military Vessel (Lajes).....	510-14
Figure 510-11. Military Cargo Shipped Using a Military/Commercial Carrier (Netherlands)	510-24
Figure 510-12. Military Cargo Shipped Using an Overland Carrier (Turkey)	510-28
Figure 510-13. Customs Process for Military Cargo Shipped Using a Military Carrier (Turkey).....	510-30
Figure 510-14. Military Cargo Shipped Using a Commercial Carrier (Turkey).....	510-31
Figure 510-15. Military Cargo Shipped Using an Ocean Vessel (Turkey)	510-32
Figure 510-16. HMC&E Internal Customs Process	510-33
Figure 510-17. Form C 3, Bringing Your Personal Belongings to the United Kingdom From Outside the European Community	510-35
Figure 510-18. DD Form 1434, United Kingdom (UK) Customs Declaration for the Importation of Personal Effects of U.S. Forces/Civilian Personnel On Duty in the UK.....	510-36
Figure 511-1. Unaccompanied Personal Effects Statement.....	511-2
Figure 511-2. USFJ Regulations	511-7
Figure 511-3. POCs in Japan.....	511-11
Figure 511-4. USFK and United Nations Command Regulations	511-13
Figure 511-5. Military Cargo Shipped Using a Commercial Air Carrier (Korea)	511-15
Figure 511-6. Military Container Cargo Shipped Using a Commercial Ocean Vessel (Korea).....	511-16
Figure 511-7. Customs Clearance Officers Appointed IAW USFK Regulation 55-72 (Korea).....	511-16
Figure 511-8. Import Restrictions (Korea).....	511-18
Figure 511-9. Weapons Prohibited for Import to Korea	511-19

REFERENCES

(Each applies to the current edition, unless otherwise specified. Due to numerous reorganization efforts, the guidance in some of the references may have been or will be reissued in other publications. It may be necessary to consult a functional area expert to determine the most recent guidance.)

1. Air Force Instruction 31-229, USAF Weapons Handling Manual.
2. Air Force Instruction 91-201, Explosives Safety Standards.
3. Air Force Instruction 48-104/Army Regulation 40-12/Secretary of the Navy Instruction 6210.2A/, Quarantine Regulations of the Armed Forces.
4. Air Force Interservice Manual (AFMAN) 24-204(I), Technical Manual (TM) 38-250, Marine Corps Order (MCO) P4030.19H, Naval Supply (NAVSUP) Pub 505, and Defense Logistics Agency Instruction (DLAI) 4145.3, Preparing Hazardous Materials for Military Air Shipments.
5. Air Force Manual 23-110, USAF Supply Manual, Vol. V.
6. Armed Forces Pest Management Board Technical Guide No. 31, Contingency Retrograde Washdowns: Cleaning and Inspection Procedures.
7. Army Regulation 608-4/Navy Operational Instruction 3460-7A/Air Force Joint Instruction 31-217/Marine Corps Order 5800.6-A, Control and Registration of War Trophies And War Trophy Firearms.
8. Australian Customs Act of 1901.
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10. Australian Regulation 3A Customs Regulations 1956 – Prohibited Import.
11. Australian Regulation 13E (2) Customs (Prohibited Exports).
12. Bureau of Alcohol, Tobacco and Firearms Publication 5300.5, State Laws and Published Ordinances, Firearms.
13. Code of Federal Regulations Title 15, Commerce and Foreign Trade.
14. Code of Federal Regulations Title 15, Part 30, Foreign Trade Statistics.
15. Code of Federal Regulations Title 15, Part 30.37, Exceptions from the Requirement for Reporting Complete Commodity Detail on the Shipper's Export Declaration.
16. Code of Federal Regulations Title 15, Part 30.52, Special Exemptions for Shipments to the U.S. Armed Services.
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18. Code of Federal Regulations Title 15, Part 30.7, Information Required on Shipper's Export Declarations.
19. Code of Federal Regulations Title 19, Part 10.101, Immediate Delivery.
20. Code of Federal Regulations Title 19, Part 10.102, Duty-Free Entries.
21. Code of Federal Regulations Title 19, Part 10.103, American Goods Returned.
22. Code of Federal Regulations Title 19, Part 10.142, Entry Process.

23. Code of Federal Regulations Title 19, Part 141.11(a)(4), Evidence of Right to Make Entry for Importations by Common Carrier.
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25. Code of Federal Regulations Title 19, Part 192, Export Control.
26. Code of Federal Regulations Title 19, Part 192.1 Definitions.
27. Code of Federal Regulations Title 19, Part 192.2, Requirements for Exportation.
28. Code of Federal Regulations Title 19, Part 192.2 (b), Documentation Required.
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30. Code of Federal Regulations Title 19, Part 192.2 (d), Where Presented.
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32. Code of Federal Regulations Title 22, 120-130, International Traffic in Arms Regulations.
33. Code of Federal Regulations Title 22, Part 123.22, Filing of Export Licenses and Shipper's Export Declarations with District Directors of Customs.
34. Code of Federal Regulations Title 22, Part 125, Licenses for the Export of Technical Data and Classified Defense Articles.
35. Code of Federal Regulations Title 22, 126.4, Shipments by or for United States Government Agencies.
36. Code of Federal Regulations Title 22, Part 126.4, Shipments by or for United States Government Agencies.
37. Code of Federal Regulations Title 22, Part 126.5, Canadian Exemptions.
38. Code of Federal Regulations Title 22, Part 126.6, Foreign-Owned Military Aircraft and Naval Vessels, and the Foreign Military Sales Program.
39. Code of Federal Regulations Title 27, Part 178.114, Importation by Members of the US Armed Forces.
40. Defense Federal Acquisition Regulation Supplement 252.225-7008, Supplies To Be Accorded Duty Free Entry.
41. Defense Federal Acquisition Regulation Supplement 252.225-7009, Duty-Free Entry-Qualifying Country Supplies (End Products and Components).
42. Defense Federal Acquisition Regulation Supplement 252.225-7010, Duty Free Entry—Additional Provisions.
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51. Department of Defense Regulation 5100.76-M, Physical Security of Sensitive Conventional Arms, Ammunition, and Explosives.
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53. Deputy Under Secretary of Defense (Logistics) Memorandum, Defense Transportation Regulation (DTR), August 4, 1995.
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55. Executive Order 13112 of February 3, 1999 -- Invasive Species.
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59. Harmonized Tariff Schedule of the United States, Annotated, Chapter 98, Subchapter V. Personal Exemptions Extended to United States Personnel and Evacuees, Section 9805.00.50.
60. International Convention for the Safety of Life at Sea, 1974.
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63. Joint Publication O-2, Unified Action Armed Forces (UNAAF).
64. Joint Travel Regulations (JTR), Department Of Defense (DOD) Civilian Personnel.
65. KFOR Customs Guide.
66. KFOR SOP 8001, Freedom of Movement of Duty Free Goods.
67. Lajes Field Technical Agreement.
68. North Atlantic Treaty Organization Status of Forces Agreement 103, Article XI, Paragraph 4.
69. North Atlantic Treaty Organization Status of Forces Agreement, Supplementary Agreement, 1 Jan 1964, Article 65.
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73. SFOR Customs Guide.
74. SFOR SOP 8014, Theater Financial Controller Standard Operating Procedure for the Control and Sale of Duty-Free Goods.
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77. Under Secretary Of Defense (AT&L) Memorandum, European Community (EC) Decision on the Entry of Non-Manufactured Wood Products (NMWP) into Europe, 8 September 2001.
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80. United States Army Europe Regulation 55-355/United States Air Forces Europe Instruction 24-201/United States Naval Forces, Europe Instruction 4600.7 (series) Joint Transportation and Traffic Management Regulation.
81. United States Code, 19 § 1498, Entry Under Regulations.
82. United States Code, 19 § 1624, General Regulations.
83. United States Code, 19 § 1484, Entry of Merchandise.
84. United States Code 21, § 812, Schedules of Controlled Substances.
85. United States Code, 42 § 7522, Prohibited Acts.
86. US Defence Representative Turkey (USDRT) Memorandum 60-1.
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88. United States European Command Directive 30-3, Military Agriculture Inspection Program.
89. United States European Command Directive 60-11, Common User Logistics in the USEUCOM AOR.
90. United States European Command Directive 64-1, Transportation Policy and Management.
91. United States Forces-Japan Instruction 31-207, Weapons and Firearms in Japan.
92. United States Forces-Japan Instruction 90-205, Entry and Exit of Individuals, Cargo, Aircraft, and Surface Vessels.
93. United States Forces-Korea /United Nations Command Regulation 55-72, Customs Clearance Of UNC And USFK Imports And Exports.
94. United States Forces-Korea Regulation 27-5, Individual Conduct and Appearance.
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WEBSITES

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2. Advanced Transportation Control Movement Document Form:
<http://www.pats.wpafb.af.mil/atcmd/index.cfm>.
3. Air Force Materiel Command: <https://www.afmc-mil.wpafb.af.mil/HQ-AFMC/LG/LSO/lot>.
4. Animal and Plant Health Inspection Service: <http://www.aphis.usda.gov/ppq/swp/>.
5. Armed Forces Pest Management Board Technical Guide 31:
<http://www.afpmb.org/pubs/tims/tim31.htm>.
6. Australian Customs: www.customs.gov.au.
7. Australian Duty Free: www.dotars.gov.au.
8. Bureau of Alcohol, Tobacco, and Firearms: <http://www.atf.treas.gov>.
9. Bureau of Export Administration, United States Department of Commerce:
<http://www.bxa.doc.gov>.
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13. Department of Defense Foreign Clearance Guide: <http://www.fcg.pentagon.mil> or
<http://www.fcg.pentagon.smil.mil> (For Classified Access).
14. Downloadable DD Form 2855, U.S. Military Preclearance Program:
<http://www.dior.whs.mil/forms/DD2855.PDF>.
15. Embargoed Countries: <http://www.treas.gov/ofac>.
16. European Command Customs Executive Agent: <http://www.hqusareur.army.mil/opm/customs.htm>.
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Customs Chapter: <http://www.eucom.mil/hq/ecj4/initiatives/mobility.htm>.
20. Limited Airports of Entry: <http://www.fcg.pentagon.mil/fcg/us.htm>.
21. Military Traffic Management Command: <http://www.mtmc.army.mil>.
22. Office of Defense Trade Controls, Bureau of Political-Military Affairs, Department of State
<http://www.state.gov>.
23. Regular Airports of Entry: <http://www.fcg.pentagon.mil/fcg/us.htm>.
24. Security Assistance Management Manual: <http://www.dsca.osd.mil/samm/>.
25. The Correct Way To Fill Out The Shipper's Export Declaration: <http://www.census.gov/foreign-trade/www/correct.way.html>.
26. The Personal Property Consignment Instruction Guide (PPCIG): <http://www.mtmc.army>.
27. United States Army Europe Electronic Library:
<https://www.aeaim.hqusareur.army.mil/library/setup/main-window.htm>.

28. The United States Air Forces Europe (USAFE) Customs Guide:
<https://www.dcslog.hqusareur.army.mil/plo/55-355%207apr.htm>.
29. United States Council for International Business (USCIB): <http://www.uscib.org>.
30. United States Customs Service: <http://www.customs.ustreas.gov/>.
31. United States Department of Agriculture: <http://www.usda.gov>.
32. United States Department of Agriculture: <http://www.aphis.usda.gov/ppq/swp/>.
33. United States Department of Commerce, Bureau of Export Administration:
<http://www.bxa.doc.gov>.
34. United States Department of Transportation: <http://www.dot.gov>.
35. United States Environmental Protection Agency: <http://www.epa.gov>.
36. United States European Command Directives:
<http://www.eucom.mil/Directorates/ECJ1/Publications/main.htm&2>.
37. United States Fish and Wildlife Agency: <http://www.fws.gov>.
38. United States Transportation Command Customs Web Page:
<https://business.transcom.mil/applications/customs/dodcustoms.cfm> .
39. United States Treasury Department: <http://www.treas.gov>.
40. World Customs Organization: <http://www.wcoomd.org>.

DEFINITIONS

1. **Acquired Dependent.** A dependent acquired through marriage, adoption, or other action during the course of the current tour of assigned duty.
2. **Accompanied Baggage.** All baggage carried by or accompanying an individual while in a travel status.
3. **AE Form 302-1.** A customs form used in Europe by North Atlantic Treaty Organization (NATO) countries, sometimes recognized and accepted by non-NATO countries, for duty free import and/or bonded intra-country transportation of cargo destined for United States Government activities.
4. **Aerial Port.** An airfield that has been designated for the sustained air movement of personnel and materiel, and to serve as an authorized port for entrance into or departure from the country in which located.
5. **Aerial Port of Debarkation.** The geographic point (air) at which cargo or personnel are discharged. For unit requirements, it may or may not coincide with the destination.
6. **Ammunition.** Ammunition or cartridge cases, primers, bullets, or propellant powder designed for use in any firearm other than an antique firearm. The term does not include any shot or pellet designed for use other than as a single, complete projectile load for one shotgun hull or casing, or any unloaded, non-metallic shotgun hull or casing not having a primer.
7. **Animal Plant Health Inspection Service (APHIS).** The APHIS of the United States Department of Agriculture is the border clearance agency responsible for protecting American agriculture from the introduction of animal and plant pests and diseases.
8. **Antique Firearms.** Any firearm (including any firearm with a matchlock, flintlock, percussion cap, or similar type of ignition system) manufactured in 1898 or earlier, and replicas of antiques of such firearms if they are designed to use antique ignition systems (e.g., matchlock, flintlock or percussion cap) or use rimfire or conventional centerfire ammunition that is not available in commercial channels.
9. **Bill of Lading.** A United States Government Standard Form 1103 or commercial document used to ship cargo.
10. **Border Clearance.** Authority or documents indicating compliance with the laws and regulations of the federal agencies of the United States (US), including, but not limited to, the US Customs Service, the US Department of Agriculture, the US Immigration and Naturalization Service, the Department of State, the Department of Commerce, the Bureau of Alcohol, Tobacco, and Firearms, the Public Health Service, the Department of Transportation, the US Fish and Wildlife Service, and the US Environmental Protection Agency. It also includes the requirement to comply with the customs and border clearance laws and regulations of host foreign countries when cargo and passengers enter or exit their boundaries.
11. **Certification.** As used in this publication means certification by an authenticating official (United States Customs or Department of Agriculture) that the Department of Defense (DOD) Customs/Border Clearance Agent has been trained to perform examinations and approve clearance of DOD sponsored passengers or cargo entering the Customs Territory of the United States.
12. **Checked Baggage.** All private or public property accepted from a passenger and checked in and given to the carrier at the time the passenger is processed for transportation. The baggage is stowed in the baggage compartment area of an aircraft or in the hold of a ship and is not normally available to the passenger during travel. (See accompanied baggage.)
13. **Commodity.** Any article, materiel, or supply except technology and software.

14. Consignee (Ultimate). The recipient (person, unit or activity) to whom cargo/personal property is addressed or consigned for final delivery.
15. Consignor. The person or business activity that prepares the shipment of cargo and releases it to the carrier for movement to the consignee (final delivery address).
16. Container. A standardized, de-mountable receptacle for transporting cargo on a chassis, rail car, or vessel.
17. Contraband. Material, goods, plant and animal products, agricultural pests and hazards, and other articles prohibited entry into the Customs Territory of the United States or host nation country, including controlled substances as identified in 21 USC 812, Schedules of Controlled Substances, and restricted items when the conditions of the restriction have not been met.
18. Controlled Substances. As used in this regulation, controlled substances are defined as drugs, narcotics, and other items of such nature that their possession or use is prohibited in all cases except by medical prescription.
19. Customs/Border Clearance Agent. Commissioned officers, warrant officers, enlisted personnel with the rank of E-4 or above, enlisted security or military police personnel (regardless of rank), and Department of Defense civilian employees (United States citizens with General Schedule -5 or above grade), having satisfactorily completed Theater Border Clearance Manager approved training courses, are certified by the Customs Port Director and appointed by the Base or Installation Commander.
20. Customs/Border Clearance Authority. An agent of the United States or Foreign Country Government that has authority to examine, approve, or disapprove the entry/exit of passengers and cargo to their countries' respective territories.
21. Customs/Border Clearance Program. The program prescribed by this regulation.
22. Customs Clearance. Department of Defense action taken to comply with national customs laws including the entry and admissibility of merchandise, its classification and valuation, the payment of duties, taxes, or other charges assessed or collected on merchandise by reason of its importation, and the refund, rebate, or drawback of those duties, taxes, or other charges. Also includes the preparation, and activities relating to the preparation, of documents in any format and the electronic transmission of documents and parts of documents intended to be filed with Customs in furtherance of any other customs business activity, whether or not signed or filed by the preparer.
23. Customs Territory of the United States. The fifty United States, the District of Columbia, and Puerto Rico. Not included are American Samoa, Guam, Johnston Island, Midway Island, the Virgin Islands of the United States, Wake Island, or the former Panama Canal Zone.
24. Defense Courier Service. A direct reporting unit under the United States Transportation Command that establishes, staffs, operates, and maintains a network of couriers and courier stations for the expeditious, cost-effective and secure transmission of qualified classified documents and materiel.
25. Defense Courier Service Courier. An officer, enlisted, or civilian member (in the grade of E-5/General Schedule -5 or above) of the Department of Defense who is assigned to the Defense Courier Service (DCS) and is identified by having in his or her possession a laminated DCS Form 9 (Courier Identification Card).
26. Defense Courier Service-Designated Courier. An officer or enlisted member in the grade of E-5 or above of the United States (US) Armed Forces, or a Department of State diplomatic courier or USG civilian employee in the grade of General Schedule -5 or above, selected by a Defense Courier Service (DCS) courier to safeguard DCS material until delivered to/receipted for by the addressee or

- another DCS courier. The appropriate documentation for a DCS-designated courier is a laminated USG identification card and a designation letter signed by the designating DCS station commander.
27. Department of Defense (DOD). The DOD is comprised of the Office of the Secretary of Defense, the United States Military Services (including the Guard and Reserve Components), the Unified and Specified Commands, and Defense Agencies (e.g., Defense Logistics Agency and Defense Energy Support Center).
 28. Defense Transportation System. That portion of the Nation's transportation infrastructure that supports Department of Defense (DOD) common-user transportation needs across the range of military operations. It consists of those common-user military and commercial assets, services, and systems organic to, contracted for, or controlled by the DOD, except for those that are Service-unique or theater-assigned.
 29. Deployment. The relocation of forces and materiel to desired areas of operations. Deployment encompasses all activities from origin or home station through destination, specifically including intra-continental United States, inter-theater, and intra-theater movement legs, staging, and holding areas.
 30. Destructive Device. Includes, but is not limited to:
 - a. Any explosive, incendiary, or poison gas, e.g., a bomb, a grenade, a rocket having a propellant charge of more than four ounces, a missile having an explosive or incendiary charge of more than one-quarter of an ounce, a mine, or any device similar to any of those described above.
 - b. Any type of weapon (other than a shotgun or shotgun shell) which the Bureau of Alcohol, Tobacco, and Firearms (BATF) finds is generally recognized as particularly suitable for sporting purposes, by whatever name it is known, which will, or which may be readily converted to expel a projectile by the action of an explosive or other propellant, and which has a barrel with a bore more than one-half inch in diameter.
 - c. Any combination of parts either designed or intended for use in converting any device into a destructive device as described in paragraph a or b immediately above, and from which a destructive device may be readily assembled.
 - d. The term destructive device does not include any device which is designed or redesigned for use as something other than a weapon; any device which, although originally designed for use as a weapon, is redesigned for use as a signaling, pyrotechnic, line throwing, safety, or similar device; any other device which the BATF determines is not likely to be used as a weapon or which is an antique.
 31. Diplomatic Courier. An individual appointed and assigned by the Department of State, bearing a diplomatic passport and a courier letter identifying him or her as a diplomatic courier, signed by the Secretary of State or the Under Secretary of State.
 32. Direct Vendor Delivery (DVD). Contractor/manufacturer produces the product and delivers to the customer. DVD incorporates costs of the product, packaging, handling, and transportation services under a single bill.
 33. Department of Defense Components. The Office of the Secretary of Defense, the Military Departments, the Joint Chiefs of Staff, the Unified Commands, Defense Agencies and Department of Defense (DOD) Field Activities are referred to collectively as "DOD Components".
 34. Department of Defense Shipment. Any Department of Defense -sponsored shipment made from/to one United States (US) Military Installation to/from another US Military Installation or direct shipments between vendors and a military organization or defense contractor.
 35. Duties. Any customs duties or internal revenue taxes which attach upon importation.

36. Duty-Free Entry. Free entry of articles into a foreign country for the use of the United States military.
37. Emolument Fee. Compensation for services performed. In the case of customs clearance, the fees associated with the Custom Agent's office--collection of duties, taxes, reimbursements for documentation processing, and other services performed by the office.
38. Employee. A civilian employee of Department of Defense (or authorized agent) for who services are being provided under the provisions of this regulation.
39. Entry. The United States entry process includes entry, entry summary, submission, filing, presentation, entered for consumption, entered for warehouse and entered temporarily under bond as these terms relate to the entry of merchandise.
40. Entry Official. The customs officer who examines the merchandise for entry and collects the duties and taxes and releases the merchandise for entry into the Customs Territory of the United States.
41. Examination. The process of scrutinizing personal property or other Department of Defense cargo or equipment to include the physical opening of baggage, parcels, cartons and containers, and disassembly of articles, as required, to determine their contents. Examination of personnel involves the physical search for contraband. The depth or degree of the examination is left to the discretion and judgment of the military customs inspector.
42. Exit. The act/process of exiting a country's borders for commerce purposes or in the case of United States Military deployments to meet Department of Defense objectives. In this publication it is used interchangeably with the term export.
43. Export. In the context of this regulation, the process of transporting goods out of the United States (US) for the purpose of consumption or use by US Armed Forces overseas.
44. Exporter. Any one who arranges for an exportation of goods.
45. Export Clearance. The process of clearing cargo for exit from the local country and determination of duties to be assessed. Once fees are determined and collected, cargo is cleared for departure from country.
46. Federal Inspection Services. Refers to United States (US) Department of Agriculture, US Customs, and US Immigration and Naturalization Service.
47. Formal Entry. Means the necessary entry documentation has been delivered to Customs, together with the deposit of estimated duties.
48. Firearms. Any weapon (including a starter gun) which will, is designed to, or may readily be converted to expel a projectile by action of an explosive; the frame or receiver of any such weapon; any firearm muffler or firearm silencer; or any destructive device.
49. Firearm Curios or Museum Pieces. Firearms which are certified by the curator of a municipal, State, or Federal museum which exhibits firearms as curios or relics of museum interest; or any other firearm or ammunition which derives a substantial part of its monetary value from the fact that it is novel, rare, or bizarre, or that is associated with an historical figure, period or event.
50. Frame or Receiver. That part of the firearm which provides housing for the hammer, bolt, or breech lock, and firing mechanism, and which is usually threaded at its forward portion to receive the barrel.
51. Harmonized Tariff Schedule of the United States, Annotated. United States (US) Government list of duties and tariffs restrictions for the importation of material into the Customs Territory of the US.

52. **Import.** In the context of this regulation, the process of bringing goods into a country for consumption or use by United States Armed Forces.
53. **Importer.** United States Customs regulations define an importer as the person primarily responsible for the payment of any duties on the merchandise, or an authorized agent acting on his/her behalf. The importer may be the consignee, the importer of record, or the actual owner of the merchandise.
54. **Importer of Record.** The importer of record is the individual or firm liable for payment of all duties and meeting all statutory and regulatory requirements incurred as a result of importation. The party being responsible primarily for duties/tax/fees payment and also for supplying any/all data and forms necessary to complete the entry.
55. **Individual.** A military or civilian member of the Department of Defense. A citizen of the United States or an alien lawfully admitted for permanent residence.
56. **Informal Entry.** Category of entry that applies to shipments not exceeding \$2000 in value (except for articles valued in excess of \$250 as classified in Sections VII, VIII, XI and XII; Chapter 94 and 99, Subchapter III and IV Harmonized Tariff Schedule of the United States, Annotated) are generally entitled to duty free entry.
57. **Inspection.** The detailed observation of personal property and other Department of Defense cargo or equipment, noting their markings and outer physical characteristics. Inspection of personnel involves observation and/or oral questioning to determine the potential for border clearance violations. Also, the process of comparing description, number, etc., of items listed on the paperwork with actual items being shipped/transported.
58. **Installation Commander.** The person responsible for managing and supervising the activities of a military base, post, camp or station.
59. **Limited Airports of Entry.** A foreign clearance base within the continental limits of the United States (US) that is only designated for entry of aircraft operating under specific projects. Such aircraft are to receive US border clearance as provided for in the Department of Defense Foreign Clearance Guide.
60. **Machine Gun.** Any weapon which shoots, is designed to shoot, or can be readily restored to shoot automatically more than one shot without manual reloading by a single function of the trigger; the frame or receiver of any such weapon; any part designed and intended exclusively, or any combination of parts designed and intended for use in converting a weapon into a machine gun; and any combination of parts from which a machine gun can be assembled if such parts are in the possession or under the control of a person.
61. **Member.** A military person of the Department of Defense (or authorized agent) for who services are being provided under the provisions of this regulation.
62. **Military Customs Inspector - Excepted.** An individual designated by the Installation Commander to perform specified customs functions at Regular or Limited Ports of Entry at Continental United States military locations only.
63. **Military Impedimenta.** Equipment that is owned and controlled by a military unit; carried on the unit property books; moved simultaneously or in conjunction with unit personnel; and used by those personnel while participating in national emergencies, exercises, maneuvers, temporary duty, or permanent change of station.
64. **Office of Defense Trade Controls.** Charged with controlling the export and temporary import of defense articles and defense services covered by the United States Munitions List.
65. **Other Weapons.** Any weapon or device capable of being concealed on the person from which a shot can be discharged through the energy of and explosive; a pistol or revolver having a barrel with a

smooth bore designed or redesigned to fire a fixed shotgun shell; weapons with combination shotgun and rifle barrels that are more than 12 inches or more but less than 18 inches in length, from which only a single discharge can be made from either barrel without manual reloading, including any such weapon which may be readily restored to fire.

66. Overseas. For purposes of this regulation, any location or country outside of the Customs Territory of the United States.
67. Passengers. Department of Defense (DOD) personnel, their dependents, and other persons under the sponsorship of DOD, who are using the Defense Transportation System.
68. Personal War Trophy or Souvenir. A souvenir collected by an individual participating in a military engagement as a memento of the engagement, owned as individual personal property, and registered with Department of Defense Form 603. Collection and shipment of personal war trophies is strictly forbidden without an official authorization by the President of the United States and designation by the Secretary of Defense. No United States Administration has authorized personal war trophies since 13 March 1973.
69. Port of Entry. Any location in the Customs Territory of the United States (CTUS) at which United States (US) border clearance inspectors are assigned with authority to enforce the various provisions of US border clearance laws and regulations. Any location in the CTUS where merchandise is entered and duty collected.
70. Prohibited Firearms. Includes but is not limited to:
 - a. A shotgun having a barrel or barrels of less than 18 inches in length.
 - b. A weapon made from a shotgun, if such weapon, as modified, has an overall length of less than 26 inches or a barrel or barrels of less than 18 inches in length.
 - c. A rifle having a barrel or barrels of less than 16 inches in length.
 - d. A weapon made from a rifle, if such weapon as modified has an overall length of less than 26 inches or a barrel or barrels of less than 16 inches in length.
 - e. A machinegun.
 - f. Firearms classified as semiautomatic assault rifles, including United States manufactured firearms.
 - g. A muffler or silencer for any firearms.
 - h. A destructive device.
 - i. A semiautomatic assault weapon.
 - j. Other weapons (see definition for “other weapons”).
71. Proof of Export. The owner of a firearm must show proof that the item was purchased in the Customs Territory of the United States (CTUS) or that an audit trail of the firearm when shipped from the United States to the foreign country is present to entitle the owner to duty free entry when returning to the CTUS.
72. Redeployment. The process of returning a United States (US) military unit or larger force to the Continental United States after a military operation or relocating same to another overseas area. This includes the movement of the support equipment required by the US military unit while deployed.

73. Regular Airports of Entry. An airport or military air base within the continental limits of the United States (US) that is designated as an entry point from any foreign area and which has US border clearance facilities available.
74. Resident Status. Legal status as to Immigration Law: An alien is either a legal resident of the United States or is not, and, if not, is then referred to as a nonresident alien. Any questions or doubts as to legal status should be immediately referred to the Immigration and Naturalization Service. Resident Status also applies toward Personal Exemptions allowed by the Harmonized Tariff Schedule of the United States, Annotated.
75. Retail Value. The actual price paid for an article (or the estimated cost in the country of origin or place of purchase) expressed in United States dollars.
76. Rifle. A weapon designed or redesigned, made or remade, and intended to be fired from the shoulder; and designed or redesigned, and made or remade to use the energy of the explosive in a fixed cartridge to only fire a single projectile through a rifled bore for each single pull of the trigger.
77. Shipper. A Service or agency activity (including the contract administration or purchasing officer for vendors) or vendor that originates shipments. The functions performed include planning, assembling, and consolidating.
78. Shipping Container. Defined for the purposes of this regulation as the container in which personal property is placed for transportation at the place of inspection. This term includes cases, footlockers, duffel bags, cartons, boxes, tri-wall containers, crates, and barrels which may be placed in a cargo transporter (commercial sea vans; Container Express cargo transporters and other transoceanic cargo transporters) at either an overseas inspection point or at the overseas port of embarkation.
79. Shipment. All articles of supply, containers of baggage, household goods, privately owned vehicles, and other personal property offered for transport at a given time and of a specific composition (pieces, weight, and cube) by any and all modes of carriage. See Department of Defense Shipment.
80. Shipment Sponsor. The Department of Defense Component responsible for generating the movement requirement (deployment/redeployment orders, requisition of supplies, personnel movements on travel orders, or personal property moves covered by change of station orders) to include the bill for transportation services.
81. State of Residence.
- a. Civilian Personnel. The State in which an individual regularly resides, maintains, or will maintain their home.
 - b. Military Personnel. For active duty personnel either:
 - (1) The State in which their permanent duty station is located; or
 - (2) The home of record, State of residence of the dependent, or place of storage of personal property incident to inter-theater transfers.
82. Sterile Area. An enclosed or protected area at origin or en route stations in which passengers, crew members, baggage, or cargo is held to eliminate and prevent contact with, or intrusion by unauthorized personnel and plant and animal products and pests after border clearance inspection, but prior to boarding or re-boarding (or loading or reloading), an aircraft or a ship.
83. Surplus Military Firearms. Any firearm, including the frame or receiver of any firearm, that was the property of the military of any nation at any time, including irregular as well regular military forces. Alteration of such a firearm does not change its status as a surplus military firearm.
84. T-1 Carnet. A commercial customs form used and recognized in most of Europe to transport bonded cargo.

85. **Ultimate Consignee.** The recipient (person, unit or activity) to whom cargo/personal property is addressed or consigned for final delivery.
86. **Unacceptable Products.** See Restricted/Prohibited Articles identified in Appendix A for items entering/exiting the Customs Territory of the United States. For foreign countries, refer to the individually listed prohibited items for each country in appropriate chapters of this regulation.
87. **Unaccompanied Baggage.** As used in this regulation, unaccompanied baggage is that portion of an individual's household goods (HHG) weight allowance that is normally shipped separately from the bulk of the HHG. In certain instances, such baggage may constitute the entire personal property shipment for the member.
88. **Unserviceable Firearms.** A firearm that is incapable of discharging a shot by means of an explosive and which cannot be readily restored to a firing condition.
89. **United States Customs Service (USCS) and United States Department Of Agriculture (USDA) Advisor.** An employee of the USCS or USDA, advisors furnish operational assistance and technical advice consistent with their respective organization goals.
90. **United States Munitions List.** A list of/description of goods controlled by the Office of Defense Trade Controls.
91. **United States Transportation Command.** The unified command with the mission to provide strategic air, land, and sea transportation for the Department of Defense, across the range of military operations.
92. **Wildlife.** Includes birds, fishes, mammals, reptiles and all other classes of wild animals, their parts, and products thereof. Examples of wildlife, wildlife parts and products include: pet birds, feathers, shells, corals, bones and teeth, mounted trophy animals, eggs, pelts, skins and hides, oriental medicine containing animals, black and pink coral jewelry, any live wild animal, snakeskin, crocodile, alligator and lizard leather products, animal rugs, elephant ivory (tusks, jewelry or carvings) and hide or leather goods, tiger and bear claws, horns, scrimshaw, netsuke, seals, whales, porpoises, dolphins, sea otters, polar bears, manatees, dugongs, walruses, and turtle products and jewelry.

ABBREVIATIONS AND ACRONYMS

AB	Air Base
ABS	Air Base Squadron
ACO	Administrative Contracting Officer
AE	Army Europe (used before form numbers)
AECA	Arms Export Control Act
AFB	Air Force Base
AFI	Air Force Instruction
AFMAN	Air Force Manual
AFPMB	Armed Forces Pest Management Board
AGR	American Goods Returned
AIT	American Institute of Taiwan
ALSC	American Lumber Standards Committee
AMC	Air Mobility Command
AMEMBASSY	American Embassy
AMS	Air Mobility Squadron
AOR	Area of Responsibility
APHIS	Animal Plant Health Inspection Service (USDA)
APO	Air Postal Operations
APO	Army/Air Force Post Office
APOD	Aerial Port of Debarkation
AR	Army Regulation
ATA	Admission Temporaire-Temporary Admission
AUD	Australian Dollars
AWB	Air Waybill
BATF	Bureau of Alcohol, Tobacco, and Firearms
BXA	Bureau of Export Administration
CAS	Camp Able Sentry
CBCA	Customs/Border Clearance Agent
CBCP	Customs and Border Clearance Program
CBL	Commercial Bill of Lading
CCO	Customs Clearance Officers
CF	Customs Form
CFACC/C4	Combines Forces Air Component Command, Logistics Directorate
CFR	Code of Federal Regulations
CHIEF	Customs Handling of Import and Export Freight System (UK)
CI	Commercial Invoice
CIE	Customs Input Entry
CMC	Customs Management Center
CONUS	Contiguous United States (48 States less HI and AK)
CSE	Consignee

CTF	Combined Task Force
CTUS	Customs Territory of the United States
DA	Department of the Army
DAO	Defense Attache Office
DCMA	Defense Contract Management Agency
DCS	Defense Courier Service
DD	Department of Defense (used before form numbers)
DEMIL	Demilitarization
DFARS	Defense Federal Acquisition Regulation Supplement
DFA	Department of Foreign Affairs
DFE	Duty Free Entry
DLA	Defense Logistics Agency
DND	Department of National Defense (Canada)
DOD	Department of Defense
DODAAC	Department of Defense Activity Address Code
DOT	Department of Transportation
DPM	Direct Procurement Method
DSN	Defense Switched Network
DTRA	Defense Threat Reduction Agency
DTS	Defense Transportation System
DUSD (ES)	Office of the Deputy Under Secretary of Defense (Environmental Security)
DVD	Direct Vendor Delivery
EC	European Community
EDI	Electronic Data Interchange
E-MAIL	Electronic Mail
EN	Entry Number
EPA	US Environmental Protection Agency
ETD	Estimated Time of Departure
EU	European Union
F2C2	Friendly Forces Coordination Cell
FAR	Federal Acquisition Regulation
FCG	Foreign Clearance Guide
FEDEX	Federal Express
FIS	Federal Inspection Service
FMS	Foreign Military Sales
FPE	First Port of Entry
FPO	Fleet Post Office
FTX	Field Training Exercise
FYROM	The Former Yugoslav Republic of Macedonia
GBL	Government Bill of Lading

GOJ	Government of Japan
GON	Government of Nepal
GSO	General Services Office (US Embassy)
HAZMAT	Hazardous Materials
HCI	Human Computer Interface
HHG	Household Goods
HMC&E	Her Majesty's Customs and Excises
HN	Host Nation
HNA	Host Nation Approval
HQ	Headquarters
HTSUS	Harmonized Tariff Schedule of the United States, Annotated
IAP	International Airport
IAW	In Accordance With
ICI	Independent Commercial Importer
IDF	Israel Defense Forces
IMDG	International Maritime Dangerous Goods
IMO	International Maritime Organization
INS	United States Immigration and Naturalization Service
ITAR	International Traffic in Arms Regulation
JFTR	Joint Federal Travel Regulation
JTAV	Joint Total Asset Visibility
JTF	Joint Task Force
JTR	Joint Travel Regulation
KFOR	Kosovo Forces
KSA	Kingdom of Saudi Arabia
LOA	Letter of Offer and Acceptance
LPD	Last Port of Departure
MAL	Master Authorization List
MCAS	Marine Corps Air Station
MCI	Military Customs Inspector
MCI-E	Military Customs Inspector-Excepted
MCO	Marine Corps Order
MCT	Movement Control Team
MCUPO	Military Common User Port Operators
MFO	Multi-National Forces and Observers
MIE	Major Items of Equipment
MILAIR	Military Air
MILSTRIP	Military Standard Requisition and Issue Procedures

MLO	Military Liaison Office
MOD	Ministry of Defense
MODA	Ministry of Defense and Aviation
MOFA	Ministry of Foreign Affairs
MPS	Military Postal System
MRE	Meal, Ready to Eat
MSC	Military Sealift Command
MSO	Manufacturer's Statement of Origin
MTMC	Military Traffic Management Command
NATO	North Atlantic Treaty Organization
NAVSTA	Naval Station
NHTSA	National Highway Traffic Safety Administration
NMWP	Non-Manufactured Wood Products
OBL	Ocean Bill of Lading
OCONUS	Outside Continental United States
ODC	Office of Defense Cooperation
ODTC	Office of Defense Trade Controls
ONW	Operation Northern Watch
OSD	Office of the Secretary of Defense
PCFN	Port Call File Number
PCS	Permanent Change of Station
PL	Public Law
POC	Point of Contact
POD	Port of Debarkation
POE	Port of Entry/Port of Embarkation
POF	Privately Owned Firearm
POV	Privately Owned Vehicle
PPCIG	Personal Property Consignment Instruction Guide
PPQ	Plant Protection and Quarantine
ROK	Republic of Korea
SAD	Single Administrative Document
SAP	Security Assistance Program
SED	Shipper's Export Declaration
SFOR	Stabilization Force
SOFA	Status of Forces Agreement
SOLAS 74	International Convention for the Safety of Life at Sea, 1974
SOP	Standard Operating Procedure
SPA	Small Parcel Air
SU	Shipping Unit

SWA	South West Asia
TCMD	Transportation Control and Movement Document
TCN	Transportation Control Number
TDA	Turkish Defense Approval
TGS	Turkish General Staff
TIR	Transport Internationaux Routiers
TO	Transportation Office(r)
UB	Unaccompanied Baggage
UGR	Unitized Group Ration
UK	United Kingdom
US	United States
USG	United States Government
USCENTCOM	United States Central Command
USCS	United States Customs Service
USD(AT&L)	Under Secretary of Defense (Acquisition, Technology, and Logistics)
USDA	United States Department of Agriculture
USDRT	US Defence Representative Turkey
USEUCOM	United States European Command
USFJ	United States Forces-Japan
USFK	United States Forces-Korea
USMILGP	United States Military Group
USML	United States Munitions List
USPACOM	United States Pacific Command
USSOUTHCOM	United States Southern Command
USTRANSCOM	United States Transportation Command
VIN	Vehicle Identification Number
WPOD	Water Port of Debarkation
WPS	Worldwide Port System
WWX	World Wide Express